

Approved 11/15/2021

In Attendance:

Greg Fraize, Chairman

Bill Millios, Coordinator

Neal Janvrin, Committee Member, Select Board Representative

Jose Rivera, Committee Member (remote)

Todd O'Malley, Committee Member

I. The Coordinator called the meeting to order at 6:30 pm. Greg, Bill, Neal and Todd were at the Town Hall and Jose was on speaker phone. All rose for the Pledge of Allegiance.

II. Neal made a motion to approve the minutes of August 16, 2021 as written. Jose seconded and the vote was 4-0-1 with Greg abstaining.

III. Chairman's Report

Greg discussed an idea of having a printout of the budgets being presented at the Budget Committee meetings to display on the broadcasts for ease of viewing for residents watching live broadcasts or Vimeo replays. Greg spoke to Heidi about receiving the print outs for each meeting. This would be like the presentations that the Planning Board does showing maps on the screen. Greg then mentioned researching a document camera to have for displaying any papers that need to be broadcast. He said these cameras plug in with an HDMI cable. Greg will try to display the budget pages at the Budget Meeting Wednesday.

Greg mentioned that the school is getting a curtain to divide the gym and that this should make the sound better at the deliberative meetings. Bill stated that they had all the equipment needed for broadcasting those meetings on Zoom and will only need a refresher and test run.

IV. Coordinator's Report

A. Bill reported that this month has been a lot of catch up with new slides being updated and added. He also stated that it is easier to schedule the meetings for the month with the number of good operators FCTV now has. This allows having a lot of notice for planning.

B. Bill stated that Wednesday he will be meeting with Marc Vadeboncoeur from Good Heart Media Services in Raymond, to see their set up for streaming and moving forward with FCTV streaming.

V. FCTV financials

The Committee reviewed the monthly statement and stated that things are in good shape.

VI. New Business

A. Neal mentioned holding FCTV meetings bi-monthly as there is not a lot of information to discuss and if needed, they could call a meeting sooner. After a brief discussion Neal motioned to change the Committee meetings to every other month. The vote was unanimous 5-0.

B. Neal spoke about the tabletop speakers being overly sensitive and any paper movement makes the meeting very difficult to hear. There has been some discussion about speakers in

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the past. Todd mentioned Polycom and Bill stated he would like to get a quote for Access AV. Bill mentioned that this could be expensive so he will research and get quotes.

C. Todd mentioned replacing the chairs in the control room as they are old and falling apart. Greg moved to authorize up to \$1,000 to replace the 2 chairs. Neal seconded and the vote was unanimous 5-0.

D. There was discussion regarding the control room and removing the extra desk to allow for more room. Jose was researching wireless keyboards and will also research a KVM switch with a good keyboard to allow for use of only one monitor which will also help clean out excess old equipment. Greg motioned to approve \$200.00 to purchase a keyboard, mouse and KVM switch. Todd seconded and the vote was unanimous 5-0.

VI. Next meeting: Greg stated the next meeting will be on **November 15, 2021**.

VII. With no further business before the committee Neal made a motion to adjourn the meeting at 7:00 pm. Todd seconded the motion, and the vote was unanimous 5-0.

Respectfully submitted,



Kathy Clement  
Recording Secretary